



### Major E-Discovery Problems

- **Legal, Risk, Records and IT not working together**
- **Effort required to search, find, collect and use Electronically Stored Information (ESI)**
- **Understanding where ESI is stored**
- **Lack of sufficient IT resources**
- **Lack of corporate records management and retention effectiveness**
- **Taking a reactive approach to managing E-Discovery**
- **Lack of processes and technology needed for E-Discovery**



## **S**olution Overview: **Electronic Discovery (E-Discovery)**

### **Business Need**

Electronic Discovery (E-Discovery) refers to any process in which electronic data is sought, located, secured, and searched because it may be used as evidence in a legal case. Discovery is the exchange of information between the parties and likely the most labor-intensive phase of a legal proceeding as it requires significant time sifting through electronic documents and paperwork.

Amendments to the Federal Rules of Civil Procedure in December 2006 have placed E-Discovery at the forefront of many litigation disputes. Companies involved in civil litigation must have a hold on Electronically Stored Information (ESI), and meet within the early stages of a case's filing to discuss how to handle electronic data. If a company involved in litigation is not prepared to produce electronic documents when requested, it runs the risk of being penalized for these shortcomings.

Most companies now realize the scope of work and effort required to comply with the E-Discovery requirements is greater than anticipated, or find out too late (after litigation begins) that they cannot meet these requirements. Companies and their attorneys are focusing increasingly on developing sound frameworks to meet E-Discovery requirements in a manner that is cost-effective and time-saving.

### **Our Approach**

Fortunately, robust technology tools are available to help litigants meet these objectives. Hitachi Consulting approaches implementation of these E-Discovery tools by first considering the unique aspects of each company's situation. We have the skills, methodology, and deep process experience to develop a technology framework for improving a company's E-Discovery activities.

Hitachi Consulting can implement and configure readily available Microsoft technologies (usually already possessed and used within the organization for other purposes) to create an Electronic Data Repository (EDR) that can help facilitate a company's response to electronic records discovery in legal proceedings. This helps minimize costs and maximize the use of existing technology investments. Through the EDR, we can enable the functionality to address identification, preservation, collection, processing, and review of electronic data.

We work with each company to understand the overall business impact of the solution and help facilitate the linking of records management, enterprise content management, risk management and legal requirements together to provide reduced risk and improved value.

# S Solution Overview: Electronic Discovery (E-Discovery)

## E-Discovery Solution Functionality

- Comprehensive ability to tag, code, index and add comments without modifying documents
- Robust search functionality
- Collection and organization tools
- Ability to handle documents, data and email
- Serial reuse of collected documents, data and email without additional enterprise-wide searches
- Enhanced ability to respond to obligations
- Effective reporting tools
- Complete audit trails
- Ability to handle documents from multiple users
- Full administrative and security functionality

## E-Discovery Solution Architecture

- Microsoft Office SharePoint Server (MOSS) 2007
- SQL Server 2005
- Rights management services / information rights management
- Custom parsing of document and email properties
- Custom bulk data loading
- Custom mass metadata tagging
- Enterprise search
- Microsoft Exchange / managed folder integration to MOSS
- Business data catalog
- Extranet for remote access

## Value Delivered

At Hitachi Consulting, our seasoned professionals leverage experience from previous client implementations and solid training to help leading companies process information effectively and efficiently. Our experience implementing and configuring Microsoft technologies to provide distinct functionality in a wide range of industries enables us to quickly understand and develop a technology framework for companies to better manage the E-Discovery process.

We can help your company maintain focus in managing the E-Discovery process by:

- Providing the framework for managing E-discovery obligations
- Maximizing value of the Evidence Data Repository
- Enabling Enterprise Search and the Business Data Catalog to collect discoverable data from email systems, unstructured file systems, and structured application systems as needed to meet requirements
- Tailoring solutions to meet specific business needs and risks
- Using readily available technologies that can help you and your counsel improve the efficiency and effectiveness of your E-Discovery activities

These methods mean Hitachi Consulting can help a company increase certainty in its discovery process while reducing process time and costs.

**For more information on Hitachi Consulting E-Discovery solutions, please contact:**

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## About Hitachi Consulting Corporation

As Hitachi, Ltd.'s (NYSE: HIT) global consulting company, Hitachi Consulting is a recognized leader in delivering proven business and IT solutions to Global 2000 companies across many industries. We leverage decades of business process, vertical industry, and leading-edge technology experience to understand each company's unique business needs. From business strategy development through application deployment, our consultants are committed to helping clients quickly realize measurable business value and achieve sustainable ROI.

Hitachi Consulting's client base includes nearly 30 percent of the Fortune 100 as well as many leading mid-market companies. We offer a client-focused, collaborative approach and transfer knowledge to our clients throughout each engagement. For more information, call 877.664.0010 or visit [www.hitachiconsulting.com](http://www.hitachiconsulting.com).

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